

MINUTES

Recreation Commission

City of Willoughby Hills

December 7, 2016

CALL TO ORDER: 7:01 pm
PRESENT: Lynn Hallum, Chairman; Joseph Jarmuszkiewicz, Vice-Chairman; Jeanne Kaston,
Jim Walsh, Sandy Grubiss, Dee Germano
ABSENT: Dan Philipp, Kristina Zeleznik
ALSO PRESENT: Denise Edwards, Rec Coordinator; Theresa Baptie; Clerk

DISPOSITION OF MINUTES OF November 2, 2016

MOTION: Joseph Jarmuszkiewicz moved that the Commission approve the minutes
Seconded by Sandy Grubiss
Roll call vote: Ayes unanimous w/ 2 abstentions
Motion passes 3/0

Sandy Grubiss's Aye vote to be changed to an abstention from October 5, 2016 Meeting Minutes

MOTION: Lynn Hallum moved that the Commission approve the change
Seconded by Sandy Grubiss
Roll call vote: Ayes unanimous
Motion passes 6/0

CORRESPONDENCE

11-3-2016 Email from Denise Edwards RE: 460 Fund Transfers
11-3-2016 Email from Denise Edwards RE: December Volunteer Opportunities
11-4-2016 Email from Denise Edwards RE: WH Winter Fest Coloring Ad
11-4-2016 Email from Denise Edwards RE: 2017 Touch A Truck
11-8-2016 Email from Denise Edwards RE: 2017 Proposed Recreation Event Dates
11-8-2016 Email from Gloria Majeski RE: 2017 Proposed Recreation Event Dates
11-10-2016 Email from Denise Edwards RE: Christmas Card Lane
11-14-2016 Email from Theresa Baptie RE: Letter to Council
11-15-2016 Email from Gloria Majeski RE: Ordinance Codification
11-17-2016 Email from Denise Edwards RE: Winter Fest Donation Request Letter
11-21-2016 Email from Denise Edwards RE: Winter Fest - Cookies
11-23-2016 Email from Lynn Hallum RE: Minutes from Meeting
11-28-2016 Email from Theresa Baptie RE: Minute Notes for Letter to Council
11-30-2016 Email from Denise Edwards RE: 2016 Winter Fest Schedule
11-30-2016 Email from Ray Somich RE: 2016 Winter Fest Schedule
12-1-2016 Email from Denise Edwards/Council RE: WH Recreation Committee of Council Meeting –

December 8th

12-1-2016 Email from Gloria Majeski RE: Thank You Jim Walsh
12-5-2016 Email from Denise Edwards RE: 2016 November CC Rental Report
12-5-2016 Frank Brichacek RE: Fund 460 Financial Reports – November 2016
12-7-2016 Email from Denise Edwards RE: Willoughby Hills Eggstravaganza Meeting - Post

- Community Center Usage - received from Denise Edwards 12/5/2016
- Rec Reports - received from Denise Edwards 12/5/2016
- 460 Report - received from Frank Brichacek 12/5/2016

COUNCIL REPRESENTATIVE'S REPORT None. Lynn Hallum asked if anyone has had a communication from Councilwomen Greer, she then reported that she had talked to her last night and she said she would try to make the meeting (today). Denise Edwards said Councilwoman Greer had set up a Council Recreation Committee Meeting for tomorrow (12/8) but she was hoping she would come tonight (Denise is unable to attend) to the Rec Commission Mtg. Denise reported that she did not have a phone conversation with Councilwoman Greer which is what Lynn was told. Denise will call the Councilwoman tomorrow since she hasn't responded to communications to make sure she has all the information that she needs. When Lynn asked the Councilwoman what the Council meeting was about she told her it was to make sure the Commission had everything in the budget that we wanted, to make sure we weren't an afterthought. Lynn asked members if she should still write a letter to Council since we did actually have Council attend meetings January thru June. Joe pointed out that even if whoever was appointed couldn't attend you would think Council would want someone to attend to keep up with Rec activities. Suggested contents of the letter should be to ask that at least someone from Council (with minimal scheduling conflicts) attend the Rec meetings so we have representation to Council.

RECREATION REPORT

Sports Programs: **Basketball** has officially began **Baseball/Softball** registration has begun. Enough in budget to hold practice for Girls Softball Dug Out Sports Facility in Eastlake, possibly hire an instructor. **Unity Day** Recap; expenses \$2324.28, income \$135.00 from the Candy Corner Booth and game ticket sales. Since the \$3000.00 was taken from Recreation Fund into the 280 for this event \$810.72 that's left will go into the 460 Fund. Unity Day next year will be Saturday, September 9th @ the VFW. **Halloween Party** Budget was \$1,500, expenses were \$589.15, remaining in the budget is \$910.85. Secret Judges worked great, will do the same next year. **Winterfest/Christmas Card Lane** Good attendance but could be more if we could still drop off flyers to the schools. As it is now parents have to go to the Community page and look it up. Joe suggested putting up or moving our signs to the car pool lane at the schools to get the information out. Sandy Grubiss suggested we form a sub-committee to brain storm ideas for marketing, she will plan the meeting. Budget is \$1000, so far @ \$384.44, Income from cards is approx. \$1,015, \$10 donation w/ Pizza's. Thank you to all who volunteered, NovaCare Rehab collected donations, gave out raffle tickets, donated a basket which one of the items were 4 Monsters tickets. LaVera donated the 10 pizzas. Fire Department thank you for use of their space, bounce house, hot chocolate. We did the bottled water and coffee. Emerald Glen Title was a huge contributor w/ toy's, gift's and paying for the 15 dozen ½ off cookies from Eat N' Park- they donated the first 10 dozen, box of shirts, coupons. Gift donations are going to Hallum's Hero's.

Breakfast with Santa Have over 400 registered, everything is purchased. Joe will pick up pancake batter and Kyle has already gone to Restaurant Depot to pick up the sausage and supplies. Volunteers arrive at 8:00 am, first sitting is at 8:30. This year the kitchen has a schedule so they know how much to make & when so they can keep up. Bill Owen will be there to do dishes. Everything in the Santa Shop will be \$2, Sandy and her mom will be running it this year **Eggstravaganza** Have had first meeting, the second meeting is January 9th. Different this year; a little longer, different colored wrist bands making 3 groups/rotating activities around. Looking into bus transportation, Willoughby/Eastlake, Loehmann's Plaza, more organized and safer. No popcorn machine, Marc's bagged popcorn, pre-registration drawing again this year, egg stuffing will begin in early March, 250 pounds of candy for 10,000 eggs (candy donation). Will not be falling on Holy Saturday this year, it is on Saturday April 18th.

COMMUNITY CENTER REPORT For November \$7,295.00, last year \$4,940.00, so far this year we are at \$66,729.50, last year \$68,259.00. Every weekend is booked till mid-January.

Other None

460 FUND The Unencumbranced Balance for October is \$46,625.97.

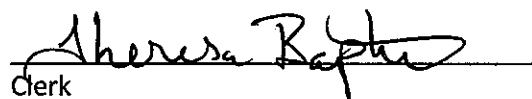
UNFINISHED BUSINESS Joe reported they are still waiting for information on electric and plumbing, next meeting in early January, Gloria looking into ADA compliance, should be hearing back re: grant soon.

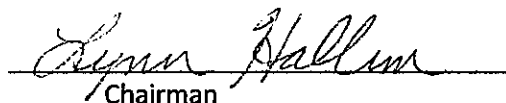
NEW BUSINESS: Lynn asked Joe what the Boys League is doing in place of the Super Ball Party. He will find out tomorrow night. LaVera is still booked, there will be something. Boys League is looking for members, Commission members discussed ways to do that.

PUBLIC PORTION: None; opened 8:13, closed 8:13

ADJOURNMENT

Meeting adjourned at 8:14 pm by Lynn Hallum, Chairman


Clerk


Chairman

Date approved: JAN. 4, 2017

12/16/16 TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.